

Selected Excerpts

Enbridge Gas Transmission & Midstream Operator Qualification Program 03/18/2019

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12 Personnel Performance Monitoring

GTM Supervisors and/or project managers or their designee are responsible for periodically monitoring and assessing employees' and contractors' performance of Covered Tasks. Supervisors shall be responsible for managing any situations where there is reasonable cause to believe that an Individual is no longer Qualified to perform a Covered Task based on:

- Covered Task performance by the Individual contributed to an Incident/Accident; or
- Other factors affecting the Individual's ability to properly perform the Covered Task(s).
Examples could include:
 - Extended absence, physical injury, prolonged illness, and/or other factors may be cause to suspect a person may no longer be qualified. GTM shall review this on a case-by-case basis, but an extended absence beyond one year will warrant the revoking of qualifications.
 - Individual no longer possess knowledge, skills or ability to correctly perform Covered Task.

12.1 Incident/Accident Investigation

The Incident or Accident investigation process will include an assessment to determine if the performance of a Covered Task(s) caused or contributed to the Incident/Accident. If the performance of a Covered Task caused or contributed to the Incident/Accident, the investigation will include an assessment of each of the following, which pertain to the adequacy of the Covered Task evaluation criteria and AOCs:

- The appropriateness of the re-qualification interval.
- The adequacy of the evaluation method.
- The evaluation (interview the Individual and the Evaluator and determine if the evaluation was conducted as required).
- An assessment of the Evaluator's credentials and ability to conduct evaluations.

During the investigation, the Individual's qualification(s) for the Covered Task(s) in question will be suspended. The Individual(s) may not perform the Covered Task(s) until the investigation is complete unless directed and observed by a Qualified person in accordance with Span of Control limits.

If the investigation establishes that the Individual's performance of the subject Covered Task contributed to the Incident/Accident, the Individual will be deemed disqualified for the appropriate Covered Task(s).

If the investigation establishes that the Incident/Accident was not a result of improper performance of the subject Covered Task, the Individual's qualification may be reinstated.

12.2 Disqualification

The removal of an Individual's qualification will occur if it is determined that an Individual is no longer Qualified to perform a Covered Task(s). The Supervisor or Manager who makes this determination must advise the Individual, the OQ Administrator, and Veriforce that the Individual is no longer Qualified to perform the Covered Task(s). Veriforce shall indicate in its database that the disqualification has occurred.

If disqualified, an Individual must successfully complete training related to the task(s) before the

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Individual may be evaluated to again establish Qualified status.

Unless and until the Individual again achieves Qualified status, he/she is not allowed to perform the Covered Task(s) unless directed and observed by a Qualified person in accordance with span of control limits.

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Appendix A: GTM Employee and Contractor Covered Task List

| Task | Task Description |
|--------|---|
| ... | |
| 007 | Operate Valves |
| ... | |
| 602 | Monitoring Pipeline Pressure |
| 603 | Compressor Units: Startup, Operation, Shutdown and Purging Before Returning to Service |
| ... | |
| 709 | Inspection and Testing of Relief Devices (Compressor Stations, Meter Stations, Regulating Stations) |
| 710 | Inspect/Test Compressor Station Remote Control Shutdown Devices (ESD/EBD) |
| 711 | Inspect, Test, and Maintain Control Systems |
| ... | |
| 720 | Inspect, Maintain, and Operate Valves (Does Not Include Stem Packing) |
| ... | |
| 801ENB | Controlling and Monitoring Gas Pressures and Flows – Gas Control (All Except Alliance) |
| ... | |
| 803ENB | Starting Up and Shutting In a Section of Pipe – Gas Control (All Except Alliance) |
| ... | |

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